

Chapter XI Disposal Funding

A. INTRODUCTION.

1. The Military Services are responsible for the disposal costs of all hazardous material and hazardous waste they generate.

a. DLA activities will be funded to pay for their disposal costs and will follow the MILSBILLS procedures as outlined in paragraph B2.

b. DLA direct disposal funds will be used for hazardous property generated by the DRMOs as part of their operations and for special projects as authorized by HQ DRMS. Requests for funding authorization should be directed to DRMS-LHP, (DSN) 932-5764 or hwfunds@mail.drms.dla.mil.

B. RESPONSIBILITIES.

1. DRMOs will:

a. Provide a Quarterly Disposal Report to the generating activities identifying hazardous property that was successfully RTD or sold. This report is to be created using the generating activity DoDAAC and DD Form 1348-1/1A number from data already in DAISY (see Enclosure 1). This will provide the generating activity a method to track their waste minimization or deobligate funds as required.

NOTE: This requirement is waived if the DRMO provides the generating activity with the written benefits of the quarterly disposal report and the generator replies in writing that they do not require the report. This must be renewed on an annual basis.

b. Provide generating activities with the bid schedule for their disposal contract(s) and instructions on how to assign a Contract Line Item Number (CLIN).

c. Notify the generating activity by telephone, fax or e-mail to request obligation of funds when hazardous material survives RTDS and becomes a hazardous waste.

2. Generating Activities will:

a. Provide a DD Form 1348-1/1A or automated format, for turn-in of all hazardous material and hazardous waste (see Enclosure 2), as required by DoD 4000.25-1-M. This form also serves as a funding order for hazardous waste.

b. Provide the DD Form 1348-1/1A or automated format with the following information:

(1) HM/HW designation (Block C). If hazardous waste is designated, a signature authorizing funding is required. **For electronic turn-ins, the DRMO DAISY login and password is the authorizing signature.**

(2) Valid MILSBILLS fund code (cc 52-53).

(3) Valid Bill to DoDAAC (Block 12).

(4) CLIN (Block FF).

(5) Total cost of disposal (Block GG).

C. TURN-IN PROCEDURES.

Standard requirements for the turn-in of hazardous property by the Military Services (including Coast Guard, Corps of Engineers, and

other DoD activities) are in DoD 4160.21-M, Chapter 10.

1. Funding Turn-In of Hazardous Property.

a. Funding data will be required on the DD Form 1348-1/1A or automated format at the time of turn-in. Funding shall be equal to the disposal cost specified in the price schedule of the commercial hazardous waste disposal contract administered by DRMS for the installation or generating activity.

b. The generating activity does not need to obligate funds at the time of turn-in if:

(1) The DRMO can dispose of the hazardous property identified through an existing term sales contract; or,

(2) The DRMO is confident, based on historical data, that the hazardous property can be RTDS; or,

(3) Funding for the disposal of hazardous material, or any portion thereof, that survives RTDS will be provided by the generating activity within 5 business days of notification from the DRMO. Overseas: DRMOs may need to ensure funding up front for deployed units that may be leaving the theatre.

(4) Generating activity has an automated system capable of receiving the DRMO to Generator file from DAISY.

NOTE: The DRMO may use a Memorandum of Agreement (MOA) as a management tool for hazardous material that is not funded at receipt (see Enclosure 3).

c. **Exception.** During the period of 15 September through 30 September of each fiscal year, all hazardous material turn-ins will be received without funding at turn-in. If the hazardous material survives R/T/D/S and is placed on a disposal contract, the generating activity will provide funding for the disposal on the 1st of October of the new fiscal year.

d. The DRMO will provide the generating activity a receipt copy of the DD Form 1348-1/1A for hazardous waste going for disposal. On electronic turn-ins, the DRMO to Generator file transfer will become the receipt copy provided by the DRMO to the Generator. For electronic turn-ins where the Generator does not receive the DRMO to Generator file transfer, the DRMO may provide and sign the first page of the SHIP Due In report as the receipt copy.

e. The DRMO will provide the generating activity a copy of the delivery order, DD Form 1155 and any modifications.

D. MILSBILLS FUND CODE.

1. Generating activities are required to use a valid two digit MILSBILLS fund code per DoD 4000.25-1-M and DoD 4000.25-7-M. Generating activities will receive a MILSBILLS interfund bill on a monthly basis. Base Operating Supply System (BOSS) accepts only MILSBILLS fund codes that are under Signal Code B. The generating activity should be referred to their accounting and finance office to obtain the correct two digit MILSBILLS fund code.

2. DRMOs are not to use XP as an alternate MILSBILLS fund code. Funding code XP generates manual billings for activities not on the interfund system. Activities authorized to use funding code XP are: Coast Guard, Corp of Engineers-Civil Works, Army and Air Force Exchange Service, Federal Civilian Agencies (FCAs), and other DoD activities without interfund capability. Generating activities using funding code XP will receive an SF 1080 billing quarterly.

E. INTERNATIONAL DRMO FUNDING PROCEDURES (Non-BOSS)

(Excluding Hawaii and Guam). Overseas generating activities will provide a direct cite Military Interdepartmental Purchase Request (MIPR) to the DRMO accepting the hazardous

waste for disposal to fund all hazardous disposal costs.

F. RETROGRADES.

1. Retrograde is a process of transferring DoD owned property from U.S. overseas facilities to CONUS. This type of disposal action will be pursued when host or third country disposal is not possible, environmentally unsound, or prohibited. In general, retrogrades are only used for returning HM/HW to CONUS for ultimate disposal. However, all types of DoD owned property can be considered for retrograde, except for foreign-made transformers. Any property accepted by the DRMO destined for return to CONUS, will be at the generating activities expense.

2. If property cannot be disposed of or sold locally, inform the generator of what funding is required:

- Military Interdepartmental Purchase Request (MIPR) for packing, crating, handling and ground transportation (PCH & T) requirements.
- Transportation Authorization Code (TAC) for ocean transportation.
- Funding document or DODAAC for disposal.

The generating activity is responsible for preparing and providing funding documentation for packaging, marking and labeling of property to DRMO for turn-in in accordance with DRMO turn-in instructions and applicable DoD/host country/international laws and regulations. (Reference: DoD 4160.21-M)

NOTE: If using a DD Form 1348-1A, the generator must have a proper DODAAC and MILSBILLS fund code.

3. Requirements of 40 CFR 262.60. The DRMS EPA Identification Number (or host DoD port EPA Identification Number) will be used by

DRMS to satisfy the requirements of 40 CFR 262.60.

4. Retrograde operating procedures are published in the DRMS-I 6050.1, Chapter II, paragraph G.

G. SPECIAL SERVICE CONTRACT ITEM NUMBERS (CLINs).

See Chapter VI, Enclosure 10.

H. SUBMITTING DEPARTMENT OF DEFENSE ACTIVITY ADDRESSING CODE (DoDAAC) ADDITIONS TO BOSS.

1. New generating activities or activities whose DoDAAC changes must contact DRMS to establish or change their account. The following information must be submitted via e-mail to: dodaac@mail.drms.dla.mil :

a. **Generating Activity DoDAAC.** This code identifies the generator. It is also known as the Unit Identification Code (UIC). This number is available through the generator's Supply Item Manager.

b. **Paying DoDAAC.** This code identifies the paying office or parent activity. This number is available through the generating activities' finance office.

I. POINTS OF CONTACT.

a. Hazardous funding and procedure questions or inquiries should be directed to DRMS-LHP, hwffunds@mail.drms.dla.mil, or (DSN)932-5764 or fax (DSN)932-5766.

b. DoDAAC or Fund Code questions or inquiries should be directed to DRMS-TRF, dodaac@mail.drms.dla.mil, or (DSN)932-5638.